



Joseph P. Bort MetroCenter
 101 Eighth Street
 Oakland, CA 94607-4700
 TEL 510.817.5700
 TDD/TTY 510.817.5769
 FAX 510.817.7848
 E-MAIL info@mtc.ca.gov
 WEB www.mtc.ca.gov

Memorandum

TO: BATA Oversight Committee

DATE: April 1, 2009

FR: Executive Director

RE: Purchase Order Amendment – Purchase of 25,000 FasTrak[®] Retail Toll Tags: Sirit Corporation

In May 2007, based on an Invitation For Bid, BATA entered into a contract with Sirit Corporation to purchase 120,000 retail toll tags to fulfill new FasTrak[®] retail accounts. The retail toll tags are those that may be obtained at participating Safeway and Costco retail locations. The contract included two options for BATA to purchase an additional 50,000 tags (25,000 toll tags per option) at any time after the initial quantity of 120,000 had been ordered.

In October 2008, this Committee authorized staff to exercise one of the two options for 25,000 additional retail tags. In order to replenish these tags and maintain a sufficient continuous supply of retail toll tags to meet demand, staff is requesting the Committee to authorize the second (and last) option for 25,000 additional retail toll tags. These tags are projected to last until December 2009.

Recommendation

Staff recommends that the Committee authorize the Executive Director or his designee to issue a purchase order amendment to Sirit Corporation in an amount not to exceed \$523,359 to furnish 25,000 retail toll tags for the FasTrak[®] Retail Program.

Steve Heminger

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REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed Purchase Order Amendment

Work Item No.:	1252
Vendor:	Sirit Corporation Carrollton, TX
Work Project Title:	FasTrak [®] Retail Toll Tags
Purpose of Project:	To replenish inventory of retail toll tags.
Brief Scope of Work:	Exercise Option 2 to purchase 25,000 toll tags for the FasTrak [®] Retail Program.
Project Cost Not to Exceed:	\$523,359 (this amendment); current Purchase Order amount \$2,739,141
Funding Source:	Toll Funds
Fiscal Impact:	Project costs are consistent with funds programmed and budgeted in the BATA Toll Bridge Rehabilitation Program.
Motion by Committee:	That the Executive Director or his designee is authorized to issue a purchase order amendment to Sirit Corporation to purchase 25,000 retail toll tags for the FasTrak [®] Program and the Chief Financial Officer is authorized to set aside funds up to \$523,359 for such amendment.
BATA Oversight Committee:	<hr/> Bill Dodd, Chair
Approved:	Date: April 1, 2009